

CITY OF WILLMAR
PLANNING COMMISSION MEETING

6:30 P.M. ON WEDNESDAY, SEPTEMBER 15, 2021
CONFERENCE
ROOM #1CITY
OFFICE BUILDING

Chair: Jonathan Marchand
Vice Chair: Jeff Kimpling
Members: Khalif Bashir, Stephanie Carlson, Steven Dresler, Cletus Frank, Terry Sieck, Justice Walker

AGENDA

1. Meeting Called to Order
2. Minutes of September 01, 2021 meeting
3. 6:31p.m. RDC National, Inc. Map Amendment Rezoning G to I-1
4. 6:32p.m. RDC National, Inc. Major Subdivision
5. 6:33p.m Leafline Labs Drive Through Window Plan Review
6. Miscellany
7. Adjourn

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, SEPTEMBER 1, 2021**

MINUTES

1. The Willmar Planning Commission met on Wednesday, September 1, 2021, at 6:00 p.m. at the Willmar City Offices Conference Room #1.

**** Members Present:** Jeff Kimpling, Cletus Frank, Khalif Ahmed Bashir, Steven Dresler, and Terry Sieck, Stephanie Carlson

**** Members Absent:** Johnathan Marchand, Justice Walker

**** Others Present:** Willard Huyck – Interim Planner, Sarah Swedburg – EDC, Aaron Backman – EDC, Josh Johnson – Bollig Engineering, Leslie Valiant – City Administrator

2. MINUTES: Minutes of the August 4, 2021 meeting were approved as presented. Motioned by Commissioner Frank, seconded by Commissioner Sieck.
3. RDC National, Inc. Vacation of Easements – File 21-01: Ms. Swedburg presented a request from RDC National, Inc. for a vacation of right-of-way, drainage, utility and other easements at 32nd Street SW right-of-way between Trott Ave SW and Willmar Avenue SW within Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota. Vacations are requested for all utility easements for any utilities within that location, and all drainage, utility and other easements located in Lots 1, 2 and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7 and 8 of Block Three, Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota.

Staff recommended that the Commission approve Resolution 21-01, recommending the vacation of right-of-way and easements, and forward to City Council for review.

- A. All other land use, land sale, and associated agreements or authorizations for RDC National Inc.'s proposed logistics facility development shall be approved by Planning Commission and/or City Council, as applicable.
- B. Developer shall successfully close on its purchase of real property from the City and record the quit claim deed evidencing such conveyance with the Kandiyohi County Recorder.
- C. Developer's proposed major subdivision (formally initiated by the City Council) shall be approved by the Planning Commission and City Council and Developer shall record the final plat dedicating replacement easements to the satisfaction of the City Engineer and Willmar Municipal Utilities with the Kandiyohi County Recorder.

Vice Chairman Kimpling opened the matter for discussion.

Commissioner Dresler asked for a status on the project's traffic analysis and whether it examined the traffic flow of trucks at the site.

Mr. Johnson indicated that it had been completed and that it would include such an analysis. Ms.

Swedburg also noted that the City was installing a traffic light at Willmar Avenue SW and County Road 5.

Commissioner Carlson asked whether Public Works had been contacted about rerouting the storm water catch basins on 32nd Street.

Ms. Swedburg confirmed that those discussions had taken place, and that plans were in place to reroute them as necessary.

Vice Chairman Kimpling asked for a motion on the resolution.

Commissioner Carlson motioned to approve the resolution. Commissioner Frank seconded. The resolution was approved 6-0, with the following conditions:

- A. All other land use, land sale, and associated agreements or authorizations for RDC National Inc.'s proposed logistics facility development shall be approved by Planning Commission and/or City Council, as applicable.
 - B. Developer shall successfully close on its purchase of real property from the City and record the quit claim deed evidencing such conveyance with the Kandiyohi County Recorder.
 - C. Developer's proposed major subdivision (formally initiated by the City Council) shall be approved by the Planning Commission and City Council and Developer shall record the final plat dedicating replacement easements to the satisfaction of the City Engineer and Willmar Municipal Utilities with the Kandiyohi County Recorder.
4. RDC National, Inc. Plan Review File 21-06: Ms. Swedburg, Mr. Backman and Mr. Johnson presented a plan review to allow for the construction of a large distribution center in Willmar Industrial Park Fourth Addition legally described as: Blocks 2 and 3, Willmar Industrial Park Fourth Addition, also part of 32nd St SW, and part of the Southeast ¼ of Section 17, Township 119. Range 35 described as follows: Beginning at the Northwest corner of Block2, Willmar Industrial Park Fourth Addition; thence South 916.02 feet; thence West 300.50 feet; thence North 916.02 feet; thence East 300.5 feet to point of beginning.

Staff recommended approving the plan review with the following conditions:

- A. All other land use, land sale, and associated agreements or authorizations for RDC National Inc.'s proposed logistics facility development shall be approved by Planning Commission and/or City Council, as applicable.
- B. Developer shall successfully close on its purchase of real property from the City and record the quit claim deed evidencing such conveyance with the Kandiyohi County Recorder.
- C. Developer's proposed major subdivision (formally initiated by the City Council) shall be approved by the Planning Commission and City Council and Developer shall record the final plat dedicating replacement easements to the satisfaction of the City Engineer and Willmar Municipal Utilities with the Kandiyohi County Recorder.
- D. The use shall meet all applicable local, state and federal rules and regulations at all times.

Commissioner Carlson asked if there was a plan for the company managing the distribution center to maintain the surrounding roads amidst the increased truck traffic, especially Willmar Avenue.

Mr. Backman responded that all the relevant roads in the Fourth Addition are 10-ton and designed for semi-truck traffic. Ms. Swedburg detailed plans on the part of the City and County to maintain relevant portions of County Road 5 in anticipation of the increased truck traffic. Mr. Johnson stated that the traffic study did not forecast a detrimental increase in truck traffic on Willmar Avenue.

Vice Chairman Kimpling read the findings of fact.

Vice Chairman Kimpling asked for a motion on the plan review.

Commissioner Frank asked about the timeline for installing the traffic lights and whether their installation would align with the facility's opening date. Ms. Swedburg tentatively estimated a 12-18 month timeline and expressed hope that the lights would be installed in time for the facility's opening.

Commissioner Dresler motioned to approve. Commissioner Frank seconded. The plan review was approved 6-0, with the following conditions:

- A. All other land use, land sale, and associated agreements or authorizations for RDC National Inc.'s proposed logistics facility development shall be approved by Planning Commission and/or City Council, as applicable.
- B. Developer shall successfully close on its purchase of real property from the City and record the quit claim deed evidencing such conveyance with the Kandiyohi County Recorder.
- C. Developer's proposed major subdivision (formally initiated by the City Council) shall be approved by the Planning Commission and City Council and Developer shall record the final plat dedicating replacement easements to the satisfaction of the City Engineer and Willmar Municipal Utilities with the Kandiyohi County Recorder.
- D. The use shall meet all applicable local, state and federal rules and regulations at all times.

Vice Chairman Kimpling thanked Mr. Backman and Ms. Swedburg for their work on this project.

5. Miscellany:

Vice Chairman Kimpling raised the question of revising the Commission's meeting time. Commissioner Sieck motioned to change the meeting time to 6:30 p.m. Commissioner Carlson seconded. The motion passed by voice vote. Administrator Valiant detailed the process for putting that change into effect.

Commissioner Frank asked that page numbers be included in future meeting packets.

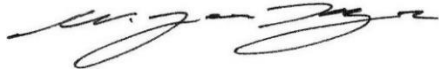
Commissioner Frank asked that copies of purchase agreements be provided in future instances where the Commission is considering purchase or sale agreements.

Commissioner Frank asked for a summary of what will be considered at the next meeting. Ms. Swedburg replied that a major subdivision and rezoning will be considered. Administrator Valiant added that a conditional use permit for a Homeowner Occupation will also be considered.

Mr. Backman provided updates on various residential complexes being developed in Willmar.

There being no further business to come before the Commission, the meeting adjourned at 7:15 p.m.

Best Regards,

A handwritten signature in black ink, appearing to read 'Willard Huyck', with a stylized, cursive script.

Willard Huyck
Interim Planner

PLANNING COMMISSION – SEPTEMBER 1, 2021
STAFF COMMENTS

1. RDC NATIONAL INC. VACATION OF EASEMENTS – FILE NO 21-01

- A purchase agreement between the City of Willmar and RDC National Inc was approved on August 16, 2021, and an ordinance to authorize the sale of land has been introduced to City Council, following the Planning Commission's review on August 4, 2021. A public hearing will be held at the City Council on September 7, 2021 for the land sale ordinance.
- At the same meeting it approved the purchase agreement, the City Council began the process for the formal vacation of right-of-way and easements.
- On August 16, 2021, City Council passed Resolution 2021-179 initiating the vacation of the following right-of-way, drainage, utility, and other easements situated in the City of Willmar, Kandiyohi County, Minnesota more particularly described as: 32nd Street SW right-of-way between Trott Ave SW and Willmar Avenue SW within Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, together with all utility easements for any utilities (including those presently existing) therein; AND All drainage, utility and other easements lying on, over, under and across Lots 1, 2 and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block Three, Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, previously dedicated, conveyed or granted on the recorded plat of Willmar Industrial Park Fourth Addition
- All City Departments and utility companies have been involved with this project to insure proper relocation of required utilities will take place so all existing and future developments have adequate access to City infrastructure.
- The open stormwater ditch running North & South through Block Two will be relocated and a new easement established prior to recording a final plat.
- The 69 KV electrical easement on the West edge of the platted Willmar Industrial Park Fourth Addition will not be vacated at this time.

RECOMMENDATION: Approve the resolution recommending the vacation of right-of-way and easements, with the following conditions, and forward to City Council for final review:

- A. All other land use, land sale, and associated agreements or authorizations for RDC National Inc's proposed logistics facility development shall be approved by Planning Commission and/or City Council, as applicable.
- B. Developer shall successfully close on its purchase of real property from the City and record the quit claim deed evidencing such conveyance with the Kandiyohi County Recorder.
- C. Developer's proposed major subdivision (formally initiated by the City Council) shall be approved by the Planning Commission and City Council and Developer shall record the final plat dedicating replacement easements to the satisfaction of the City Engineer and Willmar Municipal Utilities with the Kandiyohi County Recorder.

2. RDC NATIONAL INC. PLAN REVIEW – FILE NO 21-06

- The applicant is Josh Johnson of Bollig Engineering on behalf of RDC National Inc.
- The applicant is requesting a plan review to allow the construction of a large distribution center in Willmar Industrial Park Fourth Addition legally described as: Blocks 2 and 3, Willmar Industrial Park 4th Addition, also part of 32nd St SW (to be vacated), and part of the Southeast ¼ of Section 17, Township 119, Range 35 described as follows: Beginning at the Northwest corner of Block 2, Willmar Industrial Park Fourth Addition; thence South 916.02 feet; thence West 300.50 feet; thence North 916.02 feet; thence East 300.50 feet to point of beginning.

- The property is zoned G (Government/Institution) and I-1 (Limited Industry). A rezoning application has been submitted, requesting all property to be zoned I-1. A public hearing will be held at the next Planning Commission meeting to review this request.
- A Major Subdivision application has been submitted to replat the project area into one parcel. A public hearing will be held at the next Planning Commission meeting to review this request.
- Lot width, area, and setbacks are well exceeded.
- The property is approximately 31.14 acres and the proposed building is approximately 217,000 square feet.
- The site will be accessed off of Willmar and Trott Avenue SW.
- The site is currently vacant and shovel-ready certified.
- As part of the purchase and development agreements with the City of Willmar, the City will be pursuing the placement of a traffic light at the intersection of Willmar Ave SW & County Road 5.
- Site Plan includes ample parking spaces to accommodate all operations onsite

RECOMMENDATION: Approve the plan review with the following conditions:

- A. All other land use, land sale, and associated agreements or authorizations for RDC National Inc's proposed logistics facility development shall be approved by Planning Commission and/or City Council, as applicable.
- B. Developer shall successfully close on its purchase of real property from the City and record the quit claim deed evidencing such conveyance with the Kandiyohi County Recorder.
- C. Developer's proposed major subdivision (formally initiated by the City Council) shall be approved by the Planning Commission and City Council and Developer shall record the approved final plat with the Kandiyohi County Recorder.
- D. The use shall meet all applicable local, state, and federal rules and regulations at all times.

PLANNING COMMISSION – SEPTEMBER 15, 2021
STAFF COMMENTS

1. RDC NATIONAL INC REZONE G TO I-1 – FILE NO 21-03

- The applicant is Matthew Runke of Bonnema Runke Stern Inc on behalf of RDC National Inc
- Being requested is a map amendment rezoning of G (Government/Institution) to I-1 (Limited Industry) on property described as: Beginning at the NW corner of Block 2 Willmar Industrial Park 4th Add; thence south 916.02 ft; thence west 300.50 ft; thence north 916.02 ft; thence east 300.50 to point of beginning.
- The property is owned by the City and is currently undeveloped, old airport property.
- On August 16, 2021, City Council adopted a resolution supporting this application to rezone this unplatted 6.3-acre site west of the City's Industrial Park 4th Addition.
- The requested zoning would allow for the construction of a large distribution center with a Land Use Plan Review.
- Accompanying this rezoning are Major Subdivision, Vacation of Easements, and Plan Review applications for the Planning Commission and City Council's review.
- The properties to the East in the Willmar Industrial Park 4th Addition are zoned I-1 (Limited Industry) and properties to the West are zoned G (Government/Institution)
- This rezone is consistent with the intent for this area to be an Industrial Park.
- A purchase agreement between the City of Willmar and RDC National Inc was approved on August 16, 2021, and an ordinance to authorize the sale of land was adopted by City Council on September 7, 2021 following the Planning Commission's review on August 4, 2021. A plan review was approved by the Planning Commission on September 1, 2021, along with recommendation for approval of the vacation of easements. The City Council has set a public hearing for final review of the vacation of easements for September 20, 2021.

RECOMMENDATION: Approve the rezone and forward it onto the City Council for Ordinance introduction and adoption.

2. RDC NATIONAL INC. MAJOR SUBDIVISION – FILE NO 21-04

- The applicant is Matthew Runke of Bonnema Runke Stern Inc on behalf of RDC National Inc
- The applicant is requesting a major subdivision of Industrial Park property, legally described as: Blocks 2 and 3, Willmar Industrial Park 4th Addition, also part of 32nd St SW (to be vacated), and part of the Southeast ¼ of Section 17, Township 119, Range 35 described as follows: Beginning at the Northwest corner of Block 2, Willmar Industrial Park 4th Addition; thence South 916.02 feet; thence West 300.50 feet; thence North 916.02 feet; thence East 300.50 feet to point of beginning.
- The property is owned by the City of Willmar.
- A purchase agreement between the City of Willmar and RDC National Inc was approved on August 16, 2021, and an ordinance to authorize the sale of land was adopted by City Council on September 7, 2021 following the Planning Commission's review on August 4, 2021. A plan review was approved by the Planning Commission on September 1, 2021, along with recommendation for approval of the vacation of easements. The City Council has set a public hearing for final review of the vacation of easements for September 20, 2021.
- The property is zoned G (Government/Institution) and I-1 (Limited Industry). A rezoning application has been submitted, requesting all property to be zoned I-1.
- The proposed use (Logistics Facility) is allowed in an I-1 zone with a Plan Review.
- The subdivision meets the requirements of a Major Subdivision

- All lot size and width standards are met
- No park dedication fees were paid on previous plats. These fees will be included in a development agreement that is currently being drafted by the City Attorney.
- Comments from the Fire Marshall, Police Chief, Willmar Municipal Utilities (WMU) and Kandiyohi County Engineer were submitted as follows:

Fire Chief/Fire Marshall: Depending on the size of the building, additional fire hydrants may be necessary along with access roads around the building

Police Chief: No objections from the Willmar PD view. Dependent on type of business (number of employee vehicles, number of business vehicles, time of operation, etc.) there may be a need for different traffic control devices leading onto CR 5. From this, it would appear that both Trott Ave SW and Willmar Ave SW would be access points.

WMU: Reviewed the preliminary Plat and do not see any problems from the electric and water side of things. The only thing that comes to mind is that we just wanted to mention that I understand that the cost of the water and electric that needs to be vacated on 32nd St SW will be on the developer.

Kandiyohi County Engineer:

3. Access approaches into the site need to be 230' (minimum) west of Co. Rd 5 for both Willmar Ave. and Trott Ave.
4. Access – No access points into the site will be allowed between Willmar Ave. and Trott Ave. along Co. Rd. 5.
5. Has there been a Traffic Impact Study done and if so, I would like to have a copy?
6. Radii on both Willmar Ave. and Trott Ave. at Co. Rd 5 need to be checked against the design vehicle and adjusted accordingly.
7. Signal improvements, if warranted, would be the responsibility of the developer and only allowed at the Willmar Ave. Intersection with Co. Rd. 5. If installed they would be City owned/operated.
8. Public Improvements - Would recommend developer pay to extend street and utilities to the west end of the plat (especially the Trott Ave. extension).
9. TH 40 is currently listed in the 2029 MnDOT STIP for improvements.
10. In lieu of participating with any public improvements associated with the development, the county would consider adding this section of roadway into our 5-year plan for an overlay.
11. Storm Sewer outfall – the public storm water appears to be draining through the site via a private easement. Suggest adding wording to allow this section to be accessed by the City.

City Engineer:

1. The Preliminary Plat shall include the site legal description. In addition, a legal description for the property outside of the Industrial Park 4th Addition shall be provided.
2. A surveyor certification shall be included on the Preliminary Plat.
3. The plat preparation date shall be clearly noted.
4. The names and addresses of the property owner, subdivider, and designer of the plat should be included on the Preliminary Plat.
5. The Preliminary Plat shall include a full boundary line survey with dimensions to government monuments.
6. The location and size of all streets and utilities, along with applicable elevation information shall be shown on the plat.

7. Right of Way shall be extended along Trott Avenue SW and Willmar Avenue SW to the western plat boundary.
8. Adjacent street widths shall be shown on the Preliminary Plat.
9. Construction, stormwater management, grading, paving, and utility plans shall be submitted for review by the City of Willmar prior to final plat approval.
10. The applicant shall obtain all necessary permits for the development.
11. All drainage and utility easements shall be public.
12. Trott Avenue SW and Willmar Avenue SW street surfaces and utilities shall be extended to the western plat boundary.
13. Traffic data/analysis shall be provided for the proposed development.
14. All Kandiyohi County comments shall be addressed.
15. The applicant shall enter into a development agreement with the City of Willmar.
16. All proposed stormwater ponds shall be contained within easements.

RECOMMENDATION: Approve the preliminary and final plat with the following conditions and forward action onto the City Council for review and approval:

- A. Park Dedication or Cash in Lieu shall be paid or dedicated prior to recording of final plat, as formalized in a Development Agreement between the City of Willmar and RDC National, Inc.
- B. All comments from the Fire Marshall, Police Chief, Willmar Municipal Utilities (WMU) and Kandiyohi County Engineer shall be met, adhered to or amendments approved by City Staff, and additional information supplied as requested prior to issuance of building permits.
- C. All other land use, land sale, and associated agreements or authorizations for RDC National Inc's proposed logistics facility development shall be approved by Planning Commission and/or City Council, as applicable.
- D. Developer shall successfully close on its purchase of real property from the City and record the quit claim deed evidencing such conveyance with the Kandiyohi County Recorder.
- E. The final plat shall be submitted to City Staff and approved prior to recording.

3. LEAFLINE LABS DRIVE-THROUGH PLAN REVIEW – FILE NO 21-07

- The applicant is Marcus Construction, on behalf of Leafline Labs of Willmar, MN.
- The applicant is requesting a plan review to allow a drive through window at an existing medical marijuana provider development on the property described as follows: Lot 0 Block 0. PT NW1/4 NW1/4 COM AT SW COR OF SAIDNW1/4, TH N 1785', TH E 33' TO PT OF BEG, TH CONT E 201', TH S 135', TH W 201', TH N 135' TO PT OF BEG
- The property is zoned GB (General Business).
- The window will be located on the north side of the building. Users will be routed around the building in a counterclockwise direction, starting at the northwest corner of the property.
- The project will also include a new concrete pad and new sidewalk and parking lot paving.
- All setback, lot size, and width standards are met.
- This project does not affect the property's parking availability. 17 parking spaces are required and 18 parking spaces are provided, 2 of which are reserved for handicap parking.

RECOMMENDATION: Approve plan review with the following conditions:

- A. The use shall meet all applicable local, state, and federal rules and regulations at all times.



CITY OF WILLMAR

FILE #: 21-03

ZONING ORDINANCE AMENDMENT APPLICATION

Applicant: Matthew Runke

Phone Number: 320-231-2844 Email: mattr@BRSSurveys.com

Signature: *Matthew Runke* Date: 8/5/21

MAP/DISTRICT AMENDMENT:

Applicant Property Interest: Land Surveyor for Purchaser Ruedebusch Development

Property Owner: City of Willmar

Address of Property: Not Assigned Parcel #: Part of Parcels 95-917-5510, -5511, -5800

Legal Description: Beginning at the NW corner of Block 2 Willmar Industrial Park 4th Add; thence south 916.02 ft; thence west 300.50 ft; thence north 916.02 ft; thence east 300.50 to point of beginning. (See Attached Survey)

Zoning District: Current G - Government Proposed I-1 Limited Industry

Proposed Use, Development, or Construction: Construction of Large Distribution Center, Willmar Industrial Park 5th Addition

ORDINANCE TEXT AMENDMENT:

Ordinance Section to be Amended: _____

Type of Amendment: ☐ Delete ☐ **Amend** ☐ Addition

Reason for Amendment: _____

Proposed Amendment: _____

(For staff use only)

Commission Date: _____ Council Date: _____

Application Fee: \$400.00 to City of Willmar ☐ _____

Zoning Administrator

RESOLUTION NO. 2021-178

**A RESOLUTION SUPPORTING RUEDEBUSCH DEVELOPMENT & CONSTRUCTION, INC.'S APPLICATION
TO REZONE UNPLATTED PROPERTY FROM G/I TO I-2 AND INITIATING CITY REVIEW PROCEDURES**

Motion By: Fagerlie

Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, is in support of the application submitted by Ruedebusch Development & Construction National, Inc. to rezone from G/I to I-2 6.3 acres of unplatted property legally defined as

That part of the Southeast Quarter of Section 17, Township 119 North,
Range 35 West of the Fifth Principal Meridian, Kandiyohi County,
Minnesota, described as follows:

Beginning at the northwest corner of Block 2, of record plat
entitled WILLMAR INDUSTRIAL PARK FOURTH ADDITION, on file
in the office of the Kandiyohi County Recorder; thence on an
assumed bearing of South 00 degrees 03 minutes 57 seconds
West, along the west line of said Block 2, a distance of 916.02 feet
to the southwest corner of said Block 2; thence on a bearing of
North 89 degrees 47 minutes 04 seconds West a distance of
300.50 feet; thence on a bearing of North 00 degrees 03 minutes
57 seconds East a distance of 916.02 feet; thence on a bearing of
South 89 degrees 47 minutes 04 seconds East a distance of 300.50
feet to the point of beginning.

BE IT FURTHER RESOLVED that the City Council hereby initiates the City's review procedures with respect to the above-referenced rezoning application and submits the same to the Planning Commission to conduct a public hearing and act thereon pursuant to Section 9.G of the City's Zoning Ordinance (Ordinance No. 1060).

Dated this 16th day of August, 2021



Mayor

Attest:



City Clerk

NOTICE OF HEARING FOR PROPOSED REZONING

Notice is hereby given that the Willmar Planning Commission will meet at the Willmar City Office Building (Conference Room #1, main floor), 333 6th St. SW, Willmar, Minnesota, at 6:01 p.m. on Wednesday, September 15, 2021, to consider a change in zoning from G (Government/Institutional District) to I-1 (Limited Industry) allowing the use of a logistics distribution facility on property described as follows: Beginning at the Northwest corner of Block 2, Willmar Industrial Park Fourth Addition; thence South 916.02 feet; thence West 300.50 feet; thence North 916.02 feet; thence East 300.50 feet to point of beginning.

All property owners or residents living in the vicinity of the above-described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter. The Planning Commission meeting agenda and packet can be found on the Calendar on the home page of the City's website (www.willmarmn.gov).

September 1, 2021
Date

Willard Huyck
Interim Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficiente, por favor comuníquese con Abby al 235-0850 ext. 1100, de Heartland Community Action Agency.

Haddii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo Wac: Sahra Gure, West Central Interpreting Services, LLC (320)235-0165 ama (320)441-8555.

RDC National Inc Map Amendment Rezone G to I-1



8/26/2021, 3:22:40 PM



City of Willmar
This is not an Official map or survey

ORDINANCE NO. _____

**AN ORDINANCE AMENDING MUNICIPAL ORDINANCE NO. 1060,
THE WILLMAR ZONING ORDINANCE**

The City of Willmar does ordain as follows:

SECTION 1. Zoning Change. The Zoning Ordinance and Zoning Map for the City of Willmar are hereby amended to rezone the following property from G Government/Institution to I-1 Limited Industry:

That part of the Southeast Quarter of Section 17, Township 119 North, Range 35 West of the Fifth Principal Meridian, Kandiyohi County, Minnesota described as follows:

Beginning at the northwest corner of Block 2, of record plat entitled Willmar Industrial Park Fourth Addition, on file in the office of the Kandiyohi County Recorder; thence on an assumed bearing of South 00 degrees 03 minutes 57 seconds West, along the west line of said Block 2, a distance of 916.02 feet to the southwest corner of said Block 2; thence on a bearing of North 89 degrees 47 minutes 04 seconds West a distance of 300.50 feet; thence on a bearing of North 00 degrees 03 minutes 57 seconds East a distance of 916.02 feet; thence on a bearing of South 89 degrees 47 minutes 04 seconds East a distance of 300.50 feet to the point of beginning.

SECTION 2. Effective Date. This Ordinance shall be effective from and after its adoption and second publication.

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

File #: 21-04

City of Willmar Subdivision Application

Applicant: Matthew Runke Address: 4566 Hwy 71 NE - Suite 1
 Phone Number: 320-231-2844 Email: mattr@BRSSurveys.com
 Owner: City of Willmar Address: 333 6th St SW, Willmar, MN
 Surveyor: Bonnema Runke Stern Address: 4566 Hwy 71 NE - Suite 1, Willmar, MN
 Applicant's Property Interest: Land Surveyor for Purchaser Ruedebusch Development & Construction
 Parcel #(s): 95-872-2100 to -2120 & 95-872-2200 to -2270 & 95-917-5510, -5511, -5800
 Legal Description: Blocks 2 & 3 Willmar Ind. Park 4th Add, also part of 32nd St SW (to be vacated), and part of SE 1/4 17-119-35 described as follows: Beginning at NW corner Block 2 Willmar Ind Park 4th Add; thence South 916.02; thence West 300.50; thence North 916.02; thence East 300.50 to point of beginning
 Zoning District: Current I-1 and G Proposed All to I-1
 Name of Proposed Plat: Willmar Industrial Park Fifth Addition Number of Lots Proposed: 1
 Applicant's Signature: [Signature] Date: 8/4/21

Subdivision Type:	Minor	Consolidated Major	<div style="border: 1px solid red; border-radius: 50%; padding: 2px; display: inline-block;">Major</div>	Office Use Only
Fee: \$ <u>450</u>	to City of Willmar <input checked="" type="checkbox"/>		Date Received: <u>8-05-2021</u>	
Zoning Administrator: <u>[Signature]</u>				

DECISION OF THE CITY OF WILLMAR PLANNING COMMISSION

This _____ day of _____, 20____ the City of Willmar Planning Commission recommends to the City Council that the preliminary plat be _____

Signed: _____

Chairperson

Secretary/Clerk

City Council action on Preliminary Plat:

Approved / Disapproved

Planning Commission action on Final Plat:

Approved / Disapproved

City Council action on Final Plat:

Approved / Disapproved

RESOLUTION NO. 2021-177

**A RESOLUTION SUPPORTING RUEDEBUSCH DEVELOPMENT & CONSTRUCTION, INC.'S MAJOR
SUBDIVISION APPLICATION AND INITIATING CITY REVIEW PROCEDURES**

Motion By: Asmus

Second By: Ask

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, is in support of the application submitted by Ruedebush Development & Construction National, Inc. for a Major Subdivision to replat of real property legally defined as:

Lots 1, 2, and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block 3, Willmar Industrial Park Fourth Addition to the City of Willmar, County of Kandiyohi, State of Minnesota, according to the plat on file and of record in the office of the County Recorder of Kandiyohi County, Minnesota.

AND

Vacated 32nd Street SW between Trott Avenue SW and Willmar Avenue SW (subject to prior vacation by City).

AND

That part of the Southeast Quarter of Section 17, Township 119 North, Range 35 West of the Fifth Principal Meridian, Kandiyohi County, Minnesota, described as follows:

Beginning at the northwest corner of Block 2, of record plat entitled WILLMAR INDUSTRIAL PARK FOURTH ADDITION, on file in the office of the Kandiyohi County Recorder; thence on an assumed bearing of South 00 degrees 03 minutes 57 seconds West, along the west line of said Block 2, a distance of 916.02 feet to the southwest corner of said Block 2; thence on a bearing of North 89 degrees 47 minutes 04 seconds West a distance of 300.50 feet; thence on a bearing of North 00 degrees 03 minutes 57 seconds East a distance of 916.02 feet; thence on a bearing of South 89 degrees 47 minutes 04 seconds East a distance of 300.50 feet to the point of beginning.

BE IT FURTHER RESOLVED that the City Council hereby initiates the City's review procedures with respect to the above-referenced major subdivision application and submits the same to the Planning Commission to conduct a public hearing and act thereon pursuant to City Code, Sec. 14-106.

Dated this 16th day of August, 2021



Mayor

Attest:



City Clerk

Preliminary Plat of:
WILLMAR INDUSTRIAL PARK FIFTH ADDITION



This drawing prepared by:
Bonnema Runke Stern Inc.
Professional Land Surveyors
4646 Hwy 71 NE, Suite 1
Winnipeg, MB R2M 3G1
Office (204) 231-2444
Fax (204) 231-2857

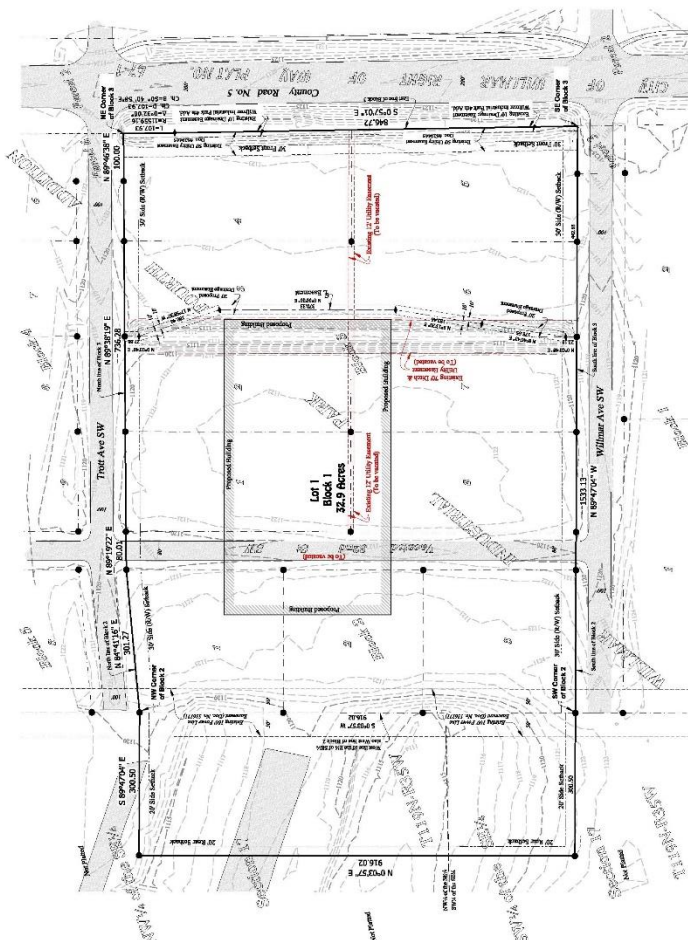
Owner: City of Wilmar
Developer: Ruseburch Development & Construction
c/o Dave Hall

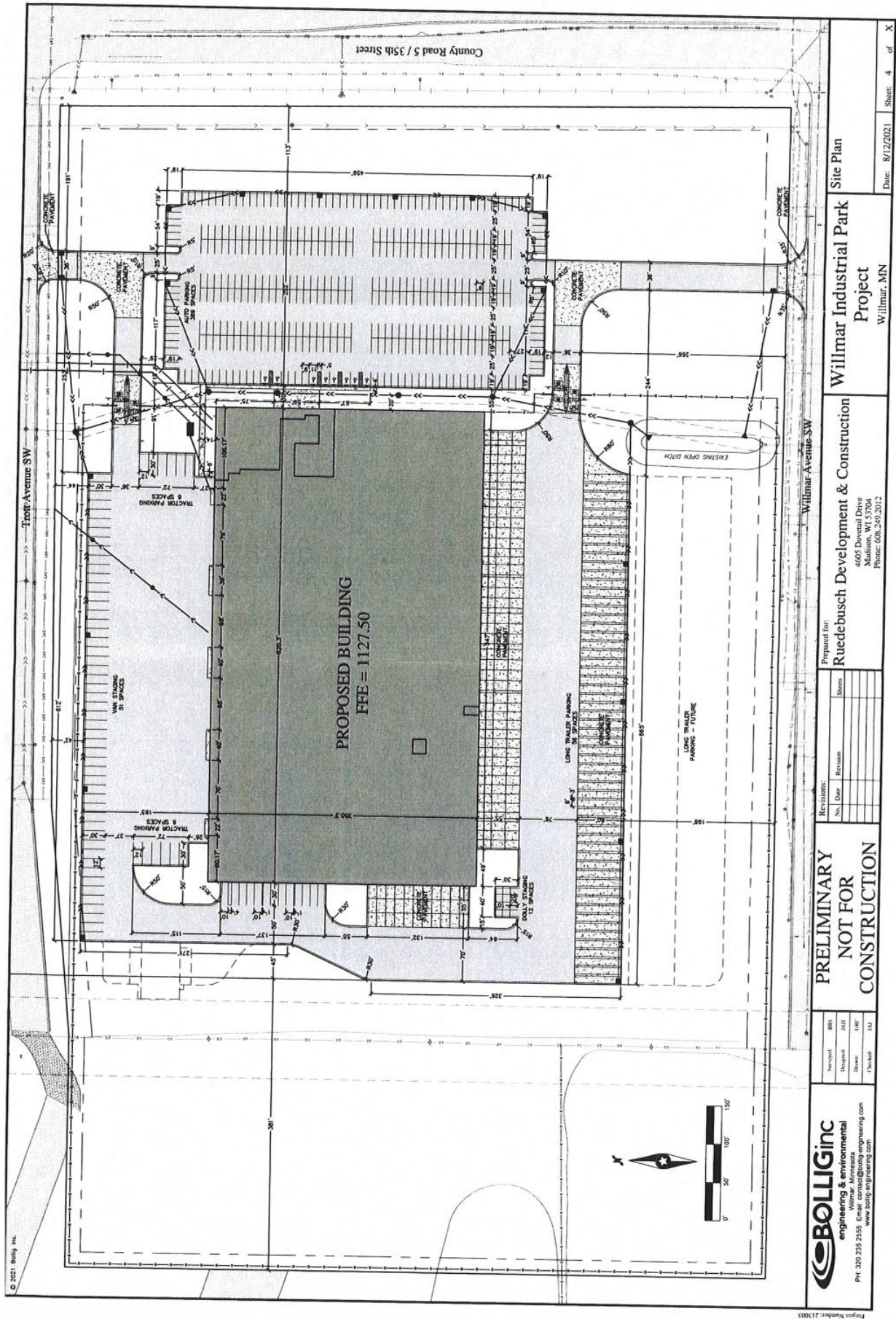


LEGEND

- Found Iron Monument from Former Survey
- Bonanza Rocka Stone Inc. placed a $\frac{1}{2}$ " Iron Rod with a 46169-46171-14829 stamped Plastic Cap
- ↑ Current Change - No Monument Set

The Orientation of this bearing system is assumed. The west line of Block 2 of WILLMAR INDUSTRIAL PARK FOURTH ADDITION is assumed to bear S 00°03'57" W





BOLLIGinc
 engineering & environmental
 Willmar, MN
 PH: 320.225.2555 Email: contact@bollig-engineering.com
 www.bollig-engineering.com

**PRELIMINARY
 NOT FOR
 CONSTRUCTION**

Revisions:	
No.	Date

Prepared for:
Ruedebsch Development & Construction
 4605 Dovetail Drive
 Madison, WI 53704
 Phone: 608.269.2012

**Willmar Industrial Park
 Project**
 Willmar, MN

Site Plan

Date: 8/12/2021 Sheet: 4 of X



CITY OF WILLMAR

FILE #: _____

PLAN REVIEW APPLICATION

Applicant: Mercur Construction Address: 2580 Highway 12 E
Phone Number: 320-222-6616 Email: Jim@MercurConstruction.com
Owner: Leaffine Labs Address: 1413 1st Street S
Applicant's Property Interest: Contractor Parcel #: 95-923-8615
Ordinance Section Number: Section 6.1.2.d Zoning District: GB
Legal Description: Lot 0 Block 0. PT NW1/4 NW1/4 COM AT SW COR OF SAID
NW1/4, TH N 1785', TH E 33' TO PT OF BEG, TH CONT E 201',
TH S 135', TH W 201', TH N 135' TO PT OF BEG

The Applicant requests a plan review for the above-described property to: Install
a drive up window for patients + customers

What will be the impact of this use on neighborhood property values?: NA

How does this use conform to the Zoning Ordinance and the Comprehensive Plan goals and objectives?: The drive thru will conform to all
City of Willmar ordinance.

How will the use affect the development and improvement of other properties in the neighborhood?: NA

Have appropriate utilities, access roads, ingress/egress, stormwater management, and traffic flow, been designed/planned for the use so as to not negatively affect the public health, safety and welfare of the neighborhood?: Yes

How will the use "fit into" the neighborhood and be compatible with abutting properties?:
The building layout provides proper space
for this drive thru to function.

Attachment A

How will the uses architectural appearance, design, and function of the use conform with the surrounding built environment?: The new drive up will include new concrete pad, sidewalk and parking lot paving

Applicant's Signature: [Signature]

Date: 8/31/2021

(For staff use only)

Commission Date: _____

Application Fee: \$150 to City of Willmar ☐

Zoning Administrator

DECISION OF THE CITY OF WILLMAR PLANNING COMMISSION

This _____ day of _____, 20____ the City of Willmar Planning Commission:

Any person aggrieved by this decision shall have the right to appeal to the District Court of Kandiyohi County.

Signed: _____

Chairperson

Zoning Administrator

